

Robinson, Yvette J.

From: Acuna, Federico
Sent: Monday, November 08, 1999 10:29 AM
To: Strychack, Vicki; Fiumara, Michelle A.; Czarnecki, Joe R.; Nuzzi, Andrea M.; Ryan, Timothy G.; Kanefield, Susan S.; Berner, Vicki A.; Robinson, Yvette J.; Gable, Dominique; 'Nobel, Phil'; 'jroy@emi-chicago.com'
Cc: Meade, Pat; Sampson, Steve F.
Subject: MATERIALS MEETING AGENDA

In order to cover more effectively our Tuesday materials meeting, I prepared an agenda with the different issues to be covered and attendees:

2:00-2:15	Current Promotions update Orders Tracking	EMI-Madden-PMX-Purchasing EMI-Madden--PMX-Purchasing
2:15-2:30	2000 Ranch & RS visibility	EMI-Madden
2:30-3:00	2000 Ranch & RS Games/Incentive items	EMI-Purchasing
3:00-3:15	2000 Visibility Items	EMI-Purchasing
3:15-3:30	Music Materials	EMI-Purchasing
3:30-4:00	Others: Plasma Screens 2000 Timeline	Purchasing Purchasing

Also the following information should be circulated to all attendees prior to the meeting:

- Tracking spreadsheet
- Inventory list

Please feel free to add any other issue to cover in the meeting and also if you think we should allow more time to follow a specific topic.

Federico